

Central Bedfordshire Council - Strategic Risk Register

Risk Ref	Risk Owner	Risk Manager	Risk Review Date	Inherent			Type	Nature of Risk	Description	Consequences	Mitigating Actions Already Underway	Residual			Status Change Since Last Report	Target Residual Risk Exposure	Further Action Planned or Other Comments	
				Impact	Likelihood	Exposure						Impact	Likelihood	Exposure				
STR0001	Charles Warboys	Charles Warboys	Nov 2017	5	5	25	Financial/Economic	Significant reduction in or redirection of funding/lack of certainty	Continuing financial pressures due to Central Government cuts, or loss of grant or other funding (e.g. Council Tax Support, Business Rates Retention, New Homes Bonus). £15.2m savings planned for 2017/18. With the switch of funding streams to other bodies, there is also a risk of failing to exert appropriate influence on decision making bodies who are receiving redirected funding e.g. SEMLEP. With the introduction of pooled funding for Better Care Plans there is a risk of failing to deliver the required objectives. There is a potential risk of clawback arising from the introduction of integrated budgets within NHS. Additional responsibilities may be transferred to local government without adequate additional resources. General uncertainty around future government policies e.g. <ul style="list-style-type: none"> Impact of New Living Wage Impact of Continuing Healthcare decisions on both Children and Adults Issues relating to Housing Need, including Homelessness and Social Housing Rents Certain Loss of RSG Impact of change in Business Rate Retention Better Care Fund Risks/opportunities arising as a result of the recent "Brexit" referendum, including uncertainty over future European funding NHS changes may result in significant cost shunting. 	1. Financial loss 2. Pressures on CBC Budgets 3. Reputational damage 4. Non delivery/ reduction of services and/or reduction in reserves to fund services 5. Difficulties in planning ahead	1. There is robust monthly reviews of budgets including the proposed savings 2. The EIG (Efficiencies Implementation Group) meets monthly to review progress of proposed savings 3. Four Year Settlement in place 4. The Certainty Deal (gives certainty re RSG settlement) 5. Increase in Council Tax 6. Social Care Levy introduced 7. Four Year settlement in place. 8. Ensure that compensatory savings are found where savings are not delivered through the above 9. Build up of earmarked and general reserves to act as a short term buffer (including New Homes Bonus) 10. Robust MTFP, forecasting, and increasing focus on long term horizon 11. Establish good partnership working with all relevant bodies 12. Ensure CBC has representation on appropriate boards e.g. SEMLEP, Police 13. Responding to consultations 14. Networking 15. Longer term planning	4	3	12		↔	12	Continue with current mitigations.
STR0008	Stephan Conaway	Stephan Conaway	Aug 2017	5	4	20	ICT Systems	ICT Failure	Failure or disruption to key parts of the Council's ICT systems as a result of but not limited to: <ol style="list-style-type: none"> Complexity of ICT Dependence on third parties In-house capacity and capability 	1. Loss of business critical systems 2. Poor performance 3. Reduced customer service 4. Loss of data 5. Reduced staff motivation 6. Reputational damage 7. Inefficiency	1. A full report has been commissioned by an external provider to review current CBC infrastructure. Recommendations have been received; these are being considered for deployment. 2. Consideration is being given to disaster recovery and ensuring that systems/procedures are robust and ICT failures are minimised.	4	2	8		↔	8	1. Architectural review of core infrastructure 2. Development of roadmaps for core ICT systems 3. Explore further opportunities to source expertise from third parties 4. Participate in corporate approach to business continuity planning to minimise impact of IT failure or disruption 5. Installation of additional lines to provide resilience in the event of an outage and to provide greater load balancing across CBC infrastructure. Target for completion Feb 2017. 6. Data Centres being configured to a more highly secure configuration.

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STR0009	Richard Carr	Richard Carr	Nov 2017	4	4	16	Partners	Fragility of partners/Failure of Partners	Central Bedfordshire's vision cannot be delivered in isolation. All partners, including Police, Probation, Health, the Voluntary Community Sector, and Town and Parish Councils are experiencing significant changes and pressures. These include budgetary pressures, transfer of responsibilities, geographical factors, confusing accountabilities, increasing complexities, fragility and volatility. There is an increased risk that services to our public will be compromised and that increased costs will fall on the Council.	<ol style="list-style-type: none"> 1. Decisions being made by key statutory partners that could impact adversely on another partner/CBC. 2. Unforeseen/unknown liabilities falling on Central Bedfordshire Council 3. Outcomes not achieved and services delivered to the public are compromised. 4. Greater costs potentially falling on Council, including those arising from: 5. Later than desirable interventions 6. Increased scrutiny e.g. from inspectors 7. Reputational damage 	<ol style="list-style-type: none"> 1. Investing senior officer time in understanding partner issues, and looking to support partners with these issues (e.g. supporting Police with senior recruitment, supporting CCG address budget issues) 2. Encourage consistent application of business-like solutions to addressing issues (e.g. MASH) 3. Trying to be more focussed and very clear on true priorities and challenging how priorities are delivered (e.g. Joint Health and Well Being Strategy). 4. Using evidence base to identify areas of greatest need (e.g. Joint Strategic Needs Assessment). 5. Deploy resources and utilise investment opportunities effectively to support partners (e.g. Ivel Medical Centre) to deliver whole community benefits. 6. Develop a multi agency approach, working closer with partners, communities and other stakeholders in a locality model. 7. Good partnership working, including existing and specialist governance arrangements. 8. Better Care Fund governance arrangements & plan, including iBCF funding 9. Community Health Service re-provision work underway 10. Kings Fund supporting the CCG, CBC and BBC to develop the vision for integration 11. Strategic Transformation Programme underway 12. Transforming Care Plan 13. Tight monitoring of the Looked After Children Plan 14. CCG Budget Recovery Plan 15. Established Central Bedfordshire Transformation Board 16. Moving to joint management arrangements with EPUT 17. Procurement of Mental Health Services completed 	4	3	12	↔	8	<ol style="list-style-type: none"> 1. Delivery of the recommendations from scrutiny enquiry into integration and associated work. 2. Contribution to the Bedfordshire, Luton and Milton Keynes (BLMK) sustainability and transformation plan (STP). 3. Further work on the implementation of Care and Health hubs.
STR0013	Stephan Conaway	Sean Dykes	Aug 2017	5	3	15	Information Governance	Information Management	A lack of consistent information management and data accuracy across the organisation and the risk of non-compliance with the Data Protection Act / (GDPR from May 2018)	<ol style="list-style-type: none"> 1. Financial implications 2. Reputational damage 3. Non-compliance 4. Inefficiency 	<ol style="list-style-type: none"> 1. Conducted internal health check and identified action plan for recommended improvements including development of KPI. 2. Review and redefine the terms of reference for the Information Assurance Group. 3. Initiated update of retention schedules Council wide to meet legislative/operational retention requirements. 4. Monitoring of staff participation is now included as a standard agenda item for Information Assurance Group. 5. ICO Self assessment for GDPR readiness undertaken and working group established to drive forward. 	4	2	8	↔	6	<ol style="list-style-type: none"> 1. Implementation of Corporate wide Data Protection training as well as improved corporate monitoring and actions to improve compliance rates. 2. A review of information gathered through the PSN code of connection on the Council's holdings, which identifies information owners. 3. Working group to work towards addressing gaps identified in Self Assessment before May 2018.
STR0027	Jason Longhurst	Jason Longhurst	Nov 2017	4	5	20	Community	Failure to deliver Sustainable Development	Failure to adopt a Local Plan and Community Infrastructure Levy (CIL) .	<ol style="list-style-type: none"> 1. Financial loss 2. Infrastructure, housing and employment requirements not delivered 3. Reputational loss 	<ol style="list-style-type: none"> 1. Project Board established PID approved for delivery. 2. Awaiting advice sought from DCLG on risks of proceeding in absence of an up to date Local Plan 3. Draft (Regulation 18) Plan to be published May/June 17 July 17 	4	4	16	↔	8	<ol style="list-style-type: none"> 1. Draft submission Plan published for consultation Dec 17 Feb 18 2. Plan to be endorsed for 6 week consultation on 9th January Executive (regulation 19). Local Plan to be submitted to the Secretary of State on 28th March 2018. 3. Adopt Local Plan April 2018 4. Government has announced proposals in the Autumn Budget November 2017 - review these and determine course of action in relation to CIL.

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STR0032	Julie Ogley	Julie Ogley	Aug 2017	4	5	20	Finance/economic	Unsustainable market for social care.	Not being able to access a sustainable market for social care at a reasonable price due to the implementation of NLW, implications of Brexit and other legislation, and its impact on the wider economy.	<ol style="list-style-type: none"> 1. Pressures on CBC budgets 2. Instability of the care market 3. Reduced capacity 4. Compromised safety and quality 5. Increased hospital admissions 6. Delays in transfer of care 7. Reputational damage 8. Reduction in choice 9. impact on recruitment and retention 10. Lack of case law 	<ol style="list-style-type: none"> 1. Market engagement 2. Broader support for care market 3. Review of effectiveness of contractual arrangements 4. Financial provision built into medium term plan 5. MANOP Investment Prospectus produced. 6. Report agreed at executive to identify sites for 2 care homes and 1 extra care. 7. Planning permission for Houghton Central granted November 2016 8. LD Commissioner in post who is now developing the Vulnerable Persons' Position Statement. 9. Day Care Review now underway. 10. Domiciliary care retender 11. Residential and Nursing home retender 12. 4% uplift on fees applied for 2017/18 13. 3% Social Care Precept 	4	4	16	↔	12	<ol style="list-style-type: none"> 1. Raise care as a priority within allocation policy for social renting. 2. Market position statement planned for vulnerable adults 3. Collaborative regional approach, to include operating model 4. Consideration of wider support to care market 5. Establish the approach to fee setting 6. Work is underway to develop Market Position Statements for Vulnerable People (Learning Disability, Mental health and Physical Disability). 7. Further investment in the Bedfordshire Care Association, as part of iBCF
STR0033	Stephan Conaway	Stephan Conaway	Aug 2017	4	3	12	ICT/Data Management	The impact of cyber crime.	The impact of cyber crime.	<ol style="list-style-type: none"> 1. Poor performance 2. Reduced customer service 3. Loss of data 4. Inefficiency 5. Financial loss 6. Reputational damage 7. Non compliance with data protection legislation 	<ol style="list-style-type: none"> 1. Member of Cyber Security Sharing Protocol (gov.). Provides advice on reducing risk of cyber crime. 2. Information Security Policy in place. 3. Information Security statement in place. 4. Data protection policy in place. 5. Patching regime in place. 6. Virus controls on devices. I pads in use with application security provided by Apple. 7. Network user access scanning. 8. Intrusion detection system updated. 9. Protocol for regular monitoring in place. 10. Internal IT assurance processes developed. 11. Policy for privileged user access developed. 	2	3	6	↔	6	<ol style="list-style-type: none"> 1. Password controls policy being updated - one password to cover all access. 2. Information security training to be expanded to include cyber crime risks. 3. Shadow image of files in Cloud to sit outside network.

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STR0035	Sue Harrison	Sue Harrison	Aug 2017	4	4	16	Service Delivery and Customers	Failure to safeguard children effectively. Failure to deliver budget efficiencies.	The failure to deliver major transformation programmes. (Children's Services).	<ol style="list-style-type: none"> 1. Failure to safeguard children effectively. 2. Non delivery of transformation programmes 3. Non realisation of budget savings 4. Service failure 5. Non achievement of CBC objectives 6. Reduced staff morale/retention 7. Lack of service improvement. 8. Restructure of management team leading to instability. 	<ol style="list-style-type: none"> 1. Work of Social Work and Early Help Academy – good CPD for social work staff 12. 1. Established a monthly Children's Leadership board (multi-agency) in place 2. Declared published timetable for the production and monitoring of the plan 2. Re-calibration of transformation activity is underway post Ofsted 3. Transformation programme plan is being updated to capture broader transformation activity across the Directorate (including SEND/CWD, High Needs Block and School Organisation educational plans) 4. Business Continuity Plans in place. 4. Established a monthly performance, finance and transformation meeting 5. Six weekly Transformation Board Meetings now in place. 5. Head of Transformation and Resources has been appointed (started 16th October) 6. Established a monthly Children's and Young Person's Board 7. Risk registers in place capturing financial/service risks 8. Project plan in place with milestones and KPIs 3 7. Additional budget monitoring is planned. 6 8. Vigorous self evaluation programme within Children's Services 9. Regular monitoring by CMT 10. Regular reporting to Overview and Scrutiny 11. Demand Analysis undertaken identifying potential opportunities for reducing children going into care 13. Assistant Director for Transformation and Education has been appointed (Commences 170717) 14 11. All Social Care and Early help teams are intergrated in localities and preparing for next stage of integration with partner agencies 15. New Community Healthcare providers are aware of new way of working. 	4	4	16		↔	9	Progress the implementation of the 'Locality' model in line with the recalibration of the transformation programme
STR0036	Marcel Coiffat / Jason Longhurst	Jeanette Keyte / Andrew Davie	Nov 2017	4	4	16	Service Delivery and Customers	Social division	Risk of failure to deliver community cohesion in the context of the demographic growth in Central Bedfordshire. Some settlements will experience considerable expansion and we need to manage potential resentment, secure equal access to facilities and enhance a sense of community. One aspect of this relates specifically to provision for gypsy and traveller communities	<ol style="list-style-type: none"> 1. Inequity 2. Enhanced deprivation 3. Social isolation 4. Pockets of extreme vulnerability (including. Modern day slavery) 5. Anti- social behaviour 6. Vigilante activity 	<ol style="list-style-type: none"> 1. Co-ordinated response to G&T issues 2. Options for more effective management direct action being explored in connection with one site in particular. 3. Local Plan is out for consultation. 4. Way forward on consultation for the Billingdon site now agreed by Executive. 5. Review of the terms of reference for the 4 Joint Committees underway. 6. Successful programme of T&PC Conferences throughout the year. 7. Member attendance at T&PC meetings. Monthly briefing provided to Members to assist communication. 8. Community engagement events held on specific issues, e.g. 15 Community Planning events. 9. Training for T&PCs on key issues, e.g. Planning and Emergency Response. 10. T&PC Forum established as sounding board to highlight and address key issues. 11. Key point of contact at Member and Senior Officer level to resolve issues and coordinate input. 12. S106 funded Community Buildings / Facilities transferred to T&PCs, (or in discussion) e.g. Stotfold, Silsoe, Biggleswade, Cranfield, Marston, Potton and Houghton Regis. 13. Audit of community facilities underway to inform future provision and S106 / CIL investment and future policy / technical guidance. (Piloting a holistic place based approach in Houghton Regis looking at integrating existing and new communities.) 14. Cabinet have agreed a proposed way forward for dealing with issues at a particular G&T site in CBs. The working group will develop an initial outline of work needed. 15. Police Unauthorised Encampment Procedure now in place and being worked to. Some gaps identified and discussions will raise these with police colleagues. 16. Rural Policing Team now in place and CB Officers will engage particularly around G&T issues. 	4	3	12		↔	9	<ol style="list-style-type: none"> 1. Needs co-ordinated effort within CBC and development of further understanding of the issues likely to be experienced by some communities 2. Encourage consideration of the impact of demographic growth at earliest opportunity when considering plans including with partners 3. Local Plan needs further development to reflect Stronger Communities, and strategic responses to G&T and Transit sites 4. Need to strengthen liaison with Town Councils for growing towns 5. Investment in social infrastructure 6. Explore Legacy Project with Kingsland 7. Help partners understand the impact of demographic growth (e.g. Health and Police) 8. CBC Prevent Group is in place and will be developing an action plan set against recommendations from the Counter Terrorism Local Profile.

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STR0037	Julie Ogley/Sue Harrison	Julie Ogley/Sue Harrison	Aug 2017	4	4	16	Service Delivery and Customers	Failure to support vulnerable people, which results in higher demand for more intensive services.	Failure to support vulnerable people and families, including facets of access to accommodation, welfare reform and low levels of income.	<ol style="list-style-type: none"> 1. Increased homelessness 2. Lack of access to suitable accommodation 3. Increased child and family poverty 4. "Two Tier" community 5. Increased dependency upon CBC 6. Increase in number of children taken into care. 7. Negative health, well being and emotional impacts. 8. Increase in risky behaviours (lifestyles) 9. Capping of Local Housing Allowance. 10. More Children in Care 11. More Children in Criminal Justice System 	<p>SCHH:</p> <ol style="list-style-type: none"> 1. Investment by CBC to purchase additional housing for temporary accommodation 2. Discretionary Housing Payments 3. Additional investment in "Let's Rent" scheme 4. Homelessness Strategy Action Plan - progress towards DCLG "gold standard" 5. Invested in Credit Unions / new publicity has increased activity 6. Implement the Sheltered Housing Review, including de-designation of some schemes to meet the needs of other client groups. Rightsizing approach established with clear targets within the People scorecard, so as to make best use of stock 7. Tenancy Sustainment approach, supporting tenants earlier to increase rent collection and avoid crisis/support 8. Work is underway to develop right sizing alternative accommodation <p>CS:</p> <ol style="list-style-type: none"> 9. Transformation plans include managing demand and keeping children safe at home. 10. Childrens Services early help offer is strong and supports Children remaining with family wherever it is safe to do so. 11. Childrens Services 'One Family, One Plan' approach supports vulnerable people to better parent their children. 12. Childrens services share Youth Offending Team with Beds BC & there are strategic plans in place to work with Children at risk of entering the Criminal Justice System - these are monitored by the Youth Offending Board and the Ministry of Justice. 	3	4	12		6	<p>SCHH:</p> <ol style="list-style-type: none"> 1. Redesign of ASC Customer Pathway to develop a better understanding of the customers needs and expectations to mitigate the need for paid services and support. 2. Reshape the prevention offer around community services, including extending this to primary care 3. Implementation of multi disciplinary approach, based on localities 4. Development of a Lettings Agency 5. Housing support into Hospitals and health settings <p>CS:</p> <ol style="list-style-type: none"> 1. Further joint working between Children and Adult Services. 2. SEND transition and supporting children leaving care with appropriate accommodation. 3. Plans to review and develop an ambitious vision for Children's Homes of the Future. 4. Four Year transformation plan to be delivered to timescales
STR0038	Marcel Coiffait/ Muriel Scott	Sue Childerhouse / Mark Conway Muriel Scott	Nov 2017	4	4	16	Partnerships	Ineffective partnership response to emergency planning. and emergency planning and resilience amongst health partners	<p>The fragility of the emergency planning and business continuity functions across partners and the impact of this on our ability to deliver our objectives. A particular facet relates to: shortcomings identified in the Police's approach to vulnerability identified by HMIC;</p>	<ol style="list-style-type: none"> 1. Failure to respond appropriately to health emergencies. 2. Reputational damage. 3. Failure to protect vulnerable people 4. Negative health impacts.. 5. Death 6. Legal action/financial loss. 7. Failure to deliver services. 	<ol style="list-style-type: none"> 1. Sharing capacity, expertise, resource and skills across partnerships to avoid duplication and strengthen response (CS) 2. Bedfordshire Community Risk Register in place. 3. Representation on Bedfordshire Local Resilience Forum (BLRF) <i>Work is still ongoing to review the way the forum works, but this is now mainly administration arrangements that are being streamlined and improved.</i> 4. Representation on Business Continuity Awareness Group (part of BLRF) 5. Guidance on schools resilience on schools portal 6. Plans and partnerships tested during recent gas outage in Ampthill, Clophill and Maulden 7. Local Health Resilience Partnership (co chaired by Director of Public Health) has overview and scrutiny of resilience arrangements for public health 8. Representation on Local Health Resilience Group 9. Multi agency flu plan 10. Infectious disease plan (CBC) 11. Application of 2004 Core Standards - Emergency Preparedness Response applied to all health organisations 12. Moderate individual organisations annual self assessments & recommend actions 13. Ensure mass casualties & pandemic flu plan are updated & exercised regularly. 	3	3	9		9	<p>1- BLRF project on better joint working WIP</p> <ol style="list-style-type: none"> 1. Finalise Business continuity plans 2. Consideration of Joint Multi Agency Team 3. On the 12th July 2016 BLRF Executive agreed that they would proceed with a Joint multi agency emergency planning unit. BLRF Executive to make decision W/C 18 September 2017 <p>4. In this last round of self assessments that health organisations have done in relation to EPRR which was moderated by our NHSE EPRR lead and myself, all partners have improved.</p>
STR0039	Julie Ogley	Julie Ogley	Aug 2017	3	5	15	Financial/Economic	Inability to deliver accommodation for vulnerable and homeless people	Uncertain national policy; singular focus on Starter Homes; also unpredictable change: rent reduction; LHA caps, result in the supply of rented and specialist accommodation being reduced and unaffordable. The new legislation, (Homelessness Reduction Act 2017), is likely to add to the numbers of people it is required to accommodate which will need to be resourced.	<ol style="list-style-type: none"> 1. Interventions across the Council are challenging: Children's; Adults 2. Pressure on CBC Budgets; 3. Unmet housing need; risk of harm; 4. Increased homelessness; 5. Reputational damage; 6. Reduction in choice 	<ol style="list-style-type: none"> 1. Local Plan policies 2. Council's approach to use of land assets 3. Homelessness Strategy Action Plan 4. Temporary Accommodation Action Plan 5. Good quality advice & information 6. Supported Housing re-configuration 7. Housing Investment Plan & Business Planning 8. MANOP programme 9. Supply of rented & specialist accommodation 10. CBC Policy position on Starter Homes 11. Negotiation of section 106 agreements 12. Welfare Reform Group Action Plan 13. Alignment between partner ambitions and CBC objectives. 	3	4	12		9	

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STR0040	Richard Carr	Richard Carr	Nov 2017	4	4	16	Financial/Economic	Financial and economic uncertainty	The political and economic uncertainty around potential changes in laws, regulations, government policy or funding arising from the UK leaving the European Union and other significant international events, which may impact on Council objectives.	Impact on; <ol style="list-style-type: none"> 1. local economy 2. capital receipts and land and property negotiations 3. employment trends and productivity waste disposal 4. changes in ministerial appointments and the associated implications for aspects of government policy, such as education, public health, and indeed the approach to the management of the public finances 5. the potential impact of changes being considered by the Bank of England, such as adjustments to interest rates 6. workforce implications, especially in areas like health and social care where significant numbers of staff were non UK nationals 7. the impact of the unwinding of European legislation affecting large areas of regulation, including areas such as the working time directive and health and safety regulations, employment rights and procurement, and community cohesion and the need to ensure inappropriate behaviour and, indeed, racism was tackled appropriately and quickly. 	<ol style="list-style-type: none"> 1. Continued monitoring of the post referendum environment by CMT 2. Keeping abreast of official publications from local, central and European government 3. Targeted lobbying by Members on specific issues 4. Influencing Government through responding to consultations 5. Engagement with the Local Government Association (LGA), Department of Communities and Local Government (DCLG), Department of Innovation and Skills, and other relevant bodies to ensure that current funding is protected 6. Monitor emerging policy changes 7. Monitor European Union funded schemes. 8. Reflect budget implications in MTFP 	3	4	12		↔	12	
STR0041	Richard Carr	Georgina Stanton / Vikki Chapman	Nov 2017	4	3	12	Service Delivery and Customers	Failure to enact the changes we seek to move the organisation forward.	An inability to unify and manage a diverse range of change projects as a prioritised and resourced transformation programme.	<ol style="list-style-type: none"> 1. Failure to understand the relative importance and dependence of change projects. 2. Inability to deploy the resources required to the things that are most critical for us to deliver. 3. Failure to achieve stated priorities for customers, staff, partners and suppliers. 	<ol style="list-style-type: none"> 1. CMT have agreed outcomes, measures and provisional targets for a range of cross cutting change projects. 2. A set of design principles have also been agreed which include commitments to take a whole system approach to change and to aim for standardisation in our approach. 	3	1	3		↔	3	In taking the work forward a cross council group is exploring what other significant change programmes (including work on Quadrants) are underway in order that their relationship to the CMT transformation goals/workstreams can be understood. The group will also look at dependencies and recommend options for prioritisation, delivery models and engagement.

Key:

Text Added since last update

Text to be removed

Risk Removed from Strategic Risk Register